

**THOMAS L. GARTHWAITE, M.D.**  
Director and Chief Medical Officer

**FRED LEAF**  
Chief Operating Officer

COUNTY OF LOS ANGELES  
DEPARTMENT OF HEALTH SERVICES  
313 N. Figueroa, Los Angeles, CA 90012  
(213) 240-8101

January 20, 2005

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**TESTING FOR PRIMARY HIV INFECTION  
IN SERONEGATIVE PATIENTS PROJECT**  
(All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and accept Notice of Grant Award (NGA) No. 1 UA1 PS000061-01, (Exhibit I) from the Federal Centers for Disease Control and Prevention (CDC) in the amount of \$209,571, effective upon date of Board approval through September 29, 2005 to fund the Testing for Primary HIV Infection in Seronegative Patients project.
2. Delegate authority to the Director of Health Services, or his designee, to accept amendments substantially similar to the NGA, not to exceed 25% of the base award, effective upon date of Board approval through September 29, 2005, subject to review and approval by County Counsel and notification of the Board offices.
3. Authorize the Department of Health Services (DHS or Department) to fill three (3) Full-Time Equivalent (FTEs) and two (2) Part-Time positions in excess of what is provided for in the Department's staffing ordinance, pursuant to section 6.06.020 of the County code and subject to position allocation by the Department of Human Resources as follows: one full-time Epidemiologist, one full-time Community Services Counselor, one full-time Laboratory Assistant and two part-time Student Professional Workers.
4. Delegate authority to the Director of Health Services, or his designee, to accept a subsequent NGA, substantially similar to NGA No. 1 UA1 PS000061-01, in an amount not to exceed 25% over the base award of the previous year's funding, for the period of September 30, 2005 through September 29, 2006, contingent upon availability of CDC funds and subject to review and approval by County Counsel and notification of the Board offices.

BOARD OF SUPERVISORS

**Gloria Molina**  
First District

**Yvonne Brathwaite Burke**  
Second District

**Zev Yaroslavsky**  
Third District

**Don Knabe**  
Fourth District

**Michael D. Antonovich**  
Fifth District

5. Delegate authority to the Director of Health Services, or his designee, to accept amendments substantially similar to the NGA for the period of September 30, 2005 through September 29, 2006, not to exceed 25% of the base award, subject to review and approval by County Counsel and notification of the Board offices.

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTIONS:

Board approval of the requested actions will provide funding and personnel for the Department of Health Services (DHS or Department) to implement a project for Testing for Primary HIV Infection in Seronegative Patients. The project will assist the Department's Sexually Transmitted Disease (STD) Program to determine the feasibility of implementing a program of early detection based on the detection of primary HIV infection which has important implications for preventing subsequent cases of HIV infection in high incidence areas. DHS Institutional Review Board (IRB) approval is currently pending for this project. Research involving human subjects cannot begin until IRB approval is received.

FISCAL IMPACT/FINANCING:

The total program cost for the grant period, effective September 30, 2004 through September 29, 2005 is \$247,068, offset by \$209,571 in CDC funds and \$37,497 in County in-kind contribution as detailed in Exhibit II.

Sufficient funding is included in the Fiscal Year (FY) 2004-05 Final Budget. Funding for this Program will be requested in the FY 2005-06 Proposed Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Since 1956, the Federal government has provided assistance to the Department's STD Program by awarding grant funds, financial assistance and/or assigning federal government personnel as direct assistance to support services for the STD projects.

The STD Program submitted an application dated July 22, 2004 to the CDC for funding of the project "Testing for Primary HIV Infection in Seronegative Patients."

On September 23, 2004 the Department received NGA No. 1 UA1 PS00061-01 in support of the referenced project. Funding restrictions of 50% (\$104,785) of the total funding has been placed on the award, pending IRB approval.

County Counsel has approved the NGA (Exhibit I) as to form.

Attachments A and B provide additional information. Attachment C is the Grant Management Statement required by the Board for Grants exceeding \$100,000.

CONTRACTING PROCESS:

Not applicable.

The Honorable Board of Supervisors  
January 20, 2005  
Page 3

CONTRACTING PROCESS:

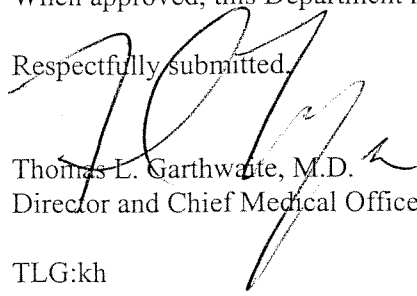
Not applicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the recommended actions will assist DHS in implementing a project with important implications for preventing subsequent cases of HIV infection in high incidence areas in Los Angeles County.

When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,

  
Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:kh

Attachments (5)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

BLETCD3776:KH

**SUMMARY OF NOTICE OF AWARD**

1. TYPE OF SERVICES:

Testing for Primary HIV Infection in Seronegative Patients, a project with emphasis on early detection and prevention of HIV infection in high incidence areas in Los Angeles County.

2. AGENCY/ CONTACT PERSON:

Department of Health and Human Services  
Federal Centers for Disease Control and Prevention (CDC)  
PGO, Branch A, Team 1  
2920 Brandywine Road, Suite 3000  
Atlanta, Georgia 30341-4146  
Attention: Brenda Hayes, Grants Management Specialist  
Telephone: (770) 488-2741 Facsimile: (770) 488-2670  
e-mail address: [bkh@cdc.gov](mailto:bkh@cdc.gov)

Programmatic and Technical Contact:

Sheryl Lyss, Project Officer  
CDC National Center for Injury Prevention & Control  
4770 Buford Highway, NE (M/S E-46)  
Atlanta, Georgia 30341-3724  
Telephone: (404) 639-2093 Facsimile: (404) 639-8640  
e-mail address: [slyss@cdc.gov](mailto:slyss@cdc.gov)

3. TERM:

Notice of Grant Award (NGA) No. 1 UA1 PS000061-01 is as follows:  
Project Period: September 30, 2004 through September 29, 2006  
Budget Period: September 30, 2004 through September 29, 2005

4. FINANCIAL INFORMATION:

The total program cost for the grant period effective September 30, 2004 through September 29, 2005 is \$248,805, offset by \$209,571 in CDC funds and \$39,234 in County in-kind contribution as detailed in Exhibit II.

Sufficient funding is included in the Fiscal Year (FY) 2004-05 Final Budget. Funding for this Program will be requested in the FY 2005-06 Proposed Budget.

5. GEOGRAPHIC AREA TO BE SERVED:

Countywide.

6. DESIGNATED ACCOUNTABLE FOR PROJECT MONITORING:

Public Health: Peter R. Kerndt, M.D., Director, Sexually Transmitted Disease Program

7. APPROVALS:

Public Health: John F. Schunhoff, Ph.D., Chief of Operations

Contract and Grants Division: Cara O'Neill, Chief

County Counsel (approval as to form): Kelly Auerbach Hassel, Deputy County Counsel

BLETCD3776.KH  
1/07/05

**TESTING FOR PRIMARY HIV INFECTION  
IN SERONEGATIVE PATIENTS**

POSITION ALLOCATION REQUEST

Personnel Detail

FULL-TIME EQUIVALENT (FTE)

<u>Position Requested:</u>	<u>Number of Position(s):</u>	<u>Percent of Time:</u>
Epidemiologist	1	100%
Community Services Counselor	1	100%
Laboratory Assistant	1	100%

PART-TIME POSITIONS

Student Professional Worker	2	1,234 hrs.
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kh:std:1/07/05

**Los Angeles County Chief Administrative Office  
Grant Management Statement for Grants Exceeding \$100,000**

Department: HEALTH SERVICES - SEXUALLY TRANSMITTED DISEASE PROGRAM

Grant Project Title and Description -

TESTING FOR PRIMARY HIV INFECTION IN SERONEGATIVE PATIENTS

The results of this study will provide information regarding the feasibility of implementing a program of early detection for preventing subsequent cases of HIV infection in high incidence areas.

Funding Agency	Program (Fed. Grant #/State Bill or Code #)	Grant Acceptance
CDC	NGA No. 1 UA1 PS000061-01	Board Approval Date

Total Amount of Grant	\$209,571	County Match Requirements	N/A
Grant Period: 1 year	Begin 9/30/04	End Date:	9/29/05
Number of Personnel Hired -Grant	5	Full 3	Part Time 2

**Obligations Imposed on the County When the Grant Expires**

Will all personnel hired for this program be informed this is a grant funded program? Yes ☒ No ☐

Will all personnel hired for this program be placed on temporary ("N") items? Yes ☒ No ☐

Is the County obligated to continue this program after the grant expires Yes ☐ No ☒

If the County is not obligated to continue this program after the grant expires, the Department will:

a). Absorb the program cost without reducing other services Yes ☐ No ☒

b). Identify other revenue sources Yes ☒ No ☐

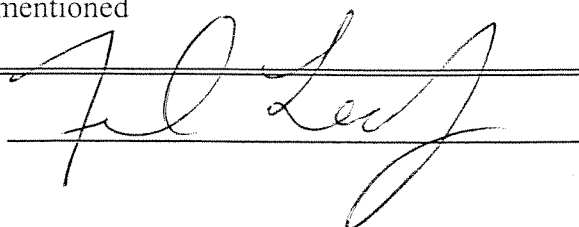
Describe

c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant. Yes ☒ No ☐

Impact of additional personnel on existing space: None

Other requirements not mentioned above: None

Department Head



Date 1/20/05

\*\*\*\*\* NOTICE OF GRANT AWARD \*\*\*\*\*

Issue Date: 09/20/2004

Department of Health and Human Services  
Centers for Disease Control and Prevention  
NATIONAL CENTER FOR HIV, STD, AND TB PREVENTION, CDC

\*\*\*\*\*

Grant Number: 1 UA1 PS000061-01

Principal Investigator: KERNDT, PETER REYNOLDS MD

Project Title: Testing Primary HIV Infected in Seronegative Patients

DIRECTOR, STD PROGRAM  
COUNTY OF LOS ANGELES-DHS  
2615 SOUTH GRAND AVENUE, RM 500  
SEXUALLY TRANSMITTED DISEASE PRG  
LOS ANGELES, CA 90007  
UNITED STATES

Budget Period: 09/30/2004 - 09/29/2005

Project Period: 09/30/2004 - 09/29/2006

Dear Business Official:

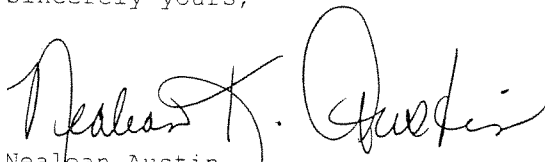
The Centers for Disease Control and Prevention hereby awards a grant in the amount of \$209,571 (see "Award Calculation" in Section I) to LOS ANGELES COUNTY HEALTH SERVICES DEPT in support of the above referenced project. This award is pursuant to the authority of and is subject to terms and conditions referenced below.

Acceptance of this award including the Terms and Conditions is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

Award recipients are responsible for reporting inventions derived or reduced to practice in the performance of work under this grant. Rights to inventions vest with the grantee organization provided certain requirements are met and there is acknowledgement of CDC support. In addition, recipients must ensure that patent and license activities are consistent with their responsibility to make unique research resources developed under this award available to the scientific community, in accordance with CDC policy. For additional information, please visit <http://www.iedison.gov>.

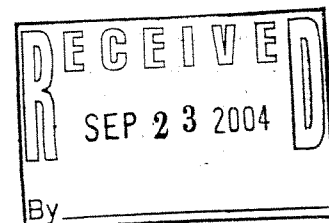
If you have any questions about this award, please contact the individual(s) referenced in the information below.

Sincerely yours,



Nealean Austin  
Grants Management Officer  
Centers for Disease Control and Prevention

See additional information below



SEP 23 2004



SECTION I - AWARD DATA - 1 UA1 PS000061-01

AWARD CALCULATION (U.S. Dollars):

Salaries and Wages	\$118,343
Fringe Benefits	\$41,971
Personnel Costs	\$160,314
Supplies	\$8,668
Travel Costs	\$4,000
Other Costs	\$10,794
Federal Direct Costs	\$183,776
Federal F&A Costs	\$25,795
APPROVED BUDGET	\$209,571
TOTAL FEDERAL AWARD AMOUNT	\$209,571

FISCAL INFORMATION:

CFDA Number: 93.943

EIN: 1956000927A1

Document Number: UPS000061A

IC/ CAN / FY2004

PS/9213908 / 209,571

ADMINISTRATIVE DATA:

PCC: / OC: 41.4L /Processed: AUSTINN 040920 1101

SECTION II - PAYMENT/HOTLINE INFORMATION - 1 UA1 PS000061-01

For payment information see Payment Information section in Additional Terms and Conditions.

To report fraud, waste or abuse see Inspector General section in Additional Terms and Conditions.

SECTION III - TERMS AND CONDITIONS - 1 UA1 PS000061-01

This award is based on the application submitted to, and as approved by, the CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- The grant program legislation and program regulation cited in this Notice of Grant Award.
- The restrictions on the expenditure of federal funds in appropriations acts, to the extent those restrictions are pertinent to the award.
- 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- The PHS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:  
Additional Costs

Terms and Conditions

UA1/PS000061-01

Approval List Number:C0221A04

TERMS AND CONDITIONS

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- INCORPORATION: Program Announcement Number 04119 entitled  
"Testing for Primary HIV Infection in Seronegative Patients" and the  
application dated July 22, 2004, all applicable regulations and OMB Circulars are made a

part of this award by reference.

This award provides funds for the budget period beginning on September 30, 2004, and ending on September 29, 2005. The budget period is for twelve months. The Project period is for two years. The project period begins on September 30, 2004 and ends on September 29, 2006.

3. HUMAN SUBJECTS:

NOTICE: Under governing regulations, federal funds administered by the Department of Health and Human Services shall not be expended for research involving human subjects, and individuals shall not be enrolled in such research, without prior approval by the Office for Human Research Protections (OHRP) of an assurance to comply with the requirements of 45 CFR 46 to protect human research subjects. Whenever an institution receives funding from a DHHS agency award to support such research, the awardee institution bears the ultimate responsibility for protecting human subjects under the award. This restriction applies to all performance sites engaged in human subject research, whether domestic, foreign, or international without OHRP-approved assurances. Compliance for all performance sites must be ensured by the awardee.

4. FUNDING RESTRICTION: Funds are restricted for human subjects as follows: A funding restriction of 50% of total funding has been placed on this award pending IRB approvals. Research involving human subjects cannot begin until PGO receives written documentation of the following:

A copy of the IRB approval letter for each of the following institutions must be received:

\* Los Angeles Department of Health

To register the IRB and apply for a FWA, contact the OHRP at:  
<http://ohrp.osophs.dhhs.gov/irbasur.htm>

5. PRIOR APPROVAL: All requests that require the prior approval of the Grants Management Officer must bear the signature of an authorized official of the grantee business office as well as that of the principal investigator or program director. Any request received without two signatures will be returned. Additionally, any requests involving funding issues must include a new proposed budget and a narrative justification of the requested changes.

6. CARRYOVER: Prior approval must be obtained to carry funds over to the next subsequent budget period. A formal request must include grant number, dual signatures, a detailed budget, and narrative justification. All requests must be received 120 days prior to the end of the budget period.

7. REPORTING REQUIREMENTS: The original and two copies of all reports and official correspondence MUST BE IDENTIFIED WITH THE AWARD NUMBER SHOWN AT THE TOP RIGHT OF THIS DOCUMENT and must be submitted to the CDC Grants Office at the following address:

Brenda Hayes, Grants Management Specialist  
PGO, Acquisition & Assistance Branch A, Team 1  
Centers for Disease Control and Prevention  
2920 Brandywine Road  
Atlanta, Georgia 30341-4146

The INTERIM PROGRESS REPORT is due no less than 90 days before the end of the budget period. The progress report will serve as your non-competing continuation application. FINAL PROGRESS REPORT is due 90 days after the project period end date. (Note: The final report should summarize the entire project). The format for the progress report may be obtained from your project officer. The FSR is due not later than 90 days after the end of the budget/project period. FSR may be downloaded from the following website:  
<http://www.whitehouse.gov/omb/grants/grantsforms.html>.

8. CORRESPONDENCE: All correspondence regarding this award must be identified with the award number as shown at the top right of this page.

9. INVENTIONS: Acceptance of grant funds obligates recipients to comply with the Astandard patent rights@ clauses in 37 CFR 401.14.

10. PUBLICATIONS: Publications, journal articles, etc. produced under a CDC grant support project must bear an acknowledgment and disclaimer, as appropriate, such as: This

publication (journal article, etc.) was supported by Cooperative Agreement Number UA1 PS000061-1 from Centers for Disease Control and Prevention (CDC). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of (name of awarding agency).

11. EQUIPMENT AND PRODUCTS: To the greatest extent practicable, all equipment and products purchased with CDC funds should be American-made.

12. ACKNOWLEDGMENT OF FEDERAL SUPPORT: When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving Federal funds, including and not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

13. INSPECTOR GENERAL: For your information, the United States Department of Health and Human Services Inspector General maintains a toll-free telephone number, 800-447-8477 (1-800-HHS-TIPS), for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Such reports are kept confidential, and callers may decline to give their names if they choose to remain anonymous.

#### 14. PAYMENT INFORMATION

##### Automatic Drawdown:

Payment under this award will be made available through the Department of Health and Human Services (HHS) Payment Management System (PMS). PMS is administered by the Division of Payment Management, Program Support Center, HHS. PMS will forward the DHHS Manual for Recipients Financed Under the Payment Management System (PMS), PMS-270 and PMS-272 forms.

A. PMS correspondence, mailed through the U.S. Postal Service, should be addressed as follows: Division of Payment Management, FMS/PSC/HHS, P.O. Box 6021 Rockville, MD 20852.

B. If a carrier other than the U.S. Postal Service is used, such as United Parcel Service, Federal Express, or other commercial service, the correspondence should be addressed as follows: Division of Payment Management, FMS/PSC/HHS, Rockwall Building #1, Suite 700, 11400 Rockville Pike, Rockville, MD 20852.

To expedite your first payment from this award, attach a copy of the Notice of Grant/Cooperative Agreement to your payment request form.

15. AUDIT REQUIREMENT: You must comply with the audit requirements of OMB Circular A-133, Audits of State, Local Governments and Non-Profit Organizations, revised June 30, 1997, which rescinded OMB Circular A-128 "Audits of State and Local Governments." Please send a courtesy copy of completed audits and any management letters on a voluntary basis to the following:

Centers for Disease Control and Prevention (CDC)  
Attention: Head, Acquisition Assistance Oversight and Evaluation  
2920 Brandywine Road, NE  
Atlanta, Georgia 30341

You are required to ensure that subrecipients receiving CDC funds also meet the requirements of OMB A-133 (total Federal grant or cooperative agreement funds received exceed \$500,000). Additionally, you must also ensure that appropriate corrective action is taken within six months after receipt of the subrecipient audit report in instances of non-compliance with Federal laws and regulations. You are to consider whether subrecipient audits necessitate adjustment of your own records. If a subrecipient is not required to have an OMB A-133 audit, you are still required by OMB A-133 to perform adequate monitoring of subrecipient activities. You should require each subrecipient to permit independent auditors to have access to the subrecipient's records and financial statements. YOU SHOULD INCLUDE THESE REQUIREMENTS IN SUBRECIPIENT CONTRACTS.

#### 6. CDC CONTACT NAMES:

Business and Grants Policy Contact

Brenda Hayes, Grants Management Specialist  
Centers for Disease Control, PGO, Branch A, Team 1  
2920 Brandywine Road, Room 3000  
Atlanta, GA 30341-4146  
Telephone: (770) 488-2741  
Fax: (770) 488-2670

Programmatic and Technical Contact

Sheryl Lyss, Project Officer  
Centers for Disease Control  
National Center for Injury Prevention and Control  
4770 Buford Highway, NE (M/S E-46)  
Atlanta, GA 30341-3724  
Telephone: (404) 639-2093  
Fax: (404) 639-8640  
Email: slyss@cdc.gov

Nealean Austin, Grants Specialist  
Phone: 770-488-2754    Email: nael@cdc.gov    Fax: 770-488-2777

SPREADSHEET  
GRANT NUMBER: 1 UA1 PS000061-01  
P.I.: KERNDT, PETER REYNOLDS  
INSTITUTION: LOS ANGELES COUNTY HEALTH SERVICES DEPT

	YEAR 01
=====	
Salaries and Wages	118,343
Fringe Benefits	41,971
Personnel Costs	160,314
Supplies	8,668
Travel Costs	4,000
Other Costs	10,794
TOTAL FEDERAL DC	183,776
TOTAL FEDERAL F&A	25,795
TOTAL COST	209,571

COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES  
PUBLIC HEALTH SERVICES - DISEASE CONTROL  
SEXUALLY TRANSMITTED DISEASE PROGRAM

TESTING FOR PRIMARY HIV INFECTION IN SERONEGATIVE PATIENTS

PROGRAM ANNOUNCEMENT 04119

ESTIMATES OF YEAR 1 BUDGET

Grant Term: DATE OF BOARD APPROVAL THROUGH SEPTEMBER 29, 2005

DESCRIPTION	Monthly Salary	# Of FTEs	# Of Months	% Time	Salary Requested	*Fringe Benefits	Grant Budget	County In-Kind	Total Program Cost
<b>PERSONNEL SERVICES</b>									
<b>A. Full-Time Employees</b>									
Director, Peter Kerndt, MD, MPH	\$ 12,870.00	1	12	15%	\$ -	\$ -	\$ -	\$ 23,166	\$ 23,166
Epidemiologist, TBH	\$ 5,742.14	1	12	100%	\$ 68,906	\$ 27,608	\$ 96,513	\$ -	\$ 96,513
Community Services Counselor, TBH	\$ 3,180.20	1	8	100%	\$ 25,442	\$ 10,193	\$ 35,635	\$ -	\$ 35,635
Laboratory Assistant, TBH	\$ 2,475.38	1	6	100%	\$ 14,852	\$ 5,951	\$ 20,803	\$ -	\$ 20,803
<b>Total Full-Time Salaries</b>					\$ 109,200	\$ 43,752	\$ 152,951	\$ 23,166	\$ 176,117
Salary Savings (5%)							\$ (5,460)		
<b>Adjusted Salaries</b>							\$ 147,491	\$ 23,166	\$ 170,657
Employee Benefits (@ 40.0659%)					\$ 43,752		\$ 9,282	\$ 9,282	\$ 9,282
<b>B. Part-Time Employees</b>							\$ 12,098	\$ -	\$ 12,098
Student Professional Worker (1,234 hrs @ \$9.80/hr.)		1	6				\$ 159,589	\$ 32,448	\$ 192,037
<b>TOTAL PERSONNEL SERVICES</b>									
<b>OPERATING EXPENSES</b>									
<b>Supplies:</b>									
Laboratory Supplies (cryovials, cryoboxes, tiger top tubes, pipette tips, freezer labels, versl dry paper mats)							\$ 6,698	\$ -	\$ 6,698
Office Supplies							\$ 300	\$ -	\$ 300
Specimen Storage/Maintenance Costs							\$ -	\$ -	\$ -
Specimen Shipping Boxes (8 cases @ \$208.69 per case)							\$ 1,670	\$ -	\$ 1,670
<b>Travel:</b>									
Travel (1 trip for P.I. and Project Director)							\$ 4,000	\$ -	\$ 4,000
<b>Other:</b>									
Printing/Duplication							\$ 800	\$ -	\$ 800
Incentives (10 participants x 10 visits x \$30 per visit = \$3,000)							\$ 3,000	\$ -	\$ 3,000
Mileage (4,780 miles @ 0.34/mile)							\$ 1,625	\$ -	\$ 1,625
Bilingual Bonus (\$800 @ \$100 per month)							\$ 800	\$ -	\$ 800
Mail/Postage/Shipping							\$ 4,649	\$ -	\$ 4,649
<b>TOTAL OPERATING EXPENSES</b>							\$ 23,542	\$ -	\$ 23,542
<b>INDIRECT COST (@ 21.7971% on Total Salary and Wages)</b>									
							\$ 26,439	\$ 5,050	\$ 31,489
<b>TOTAL BUDGET</b>							\$ 209,571	\$ 37,497	\$ 247,068